



ePM News

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electronic Program Management, Utah Department of Transportation

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Welcome!



Much of the feedback recently received from region users indicates there is a strong desire to receive additional

training on Project Management principles and practices and the ePM System. Please read the article below for specific information on an upcoming training opportunity for Project and Functional Managers.

PROJ. MANAGEMENT TRAINING

Project Development is pleased to announce a training seminar for Project Managers and Functional Managers. This two-day training on project management principles and practices will take place in Salt Lake City during the month of June, and will provide attendees with tangible, real world examples and proven project management techniques. The ePM System will be used to illustrate some of the principles taught, including helpful hints to aid managers with their projects. Members of the ePM Team will contact Project and Functional Managers to schedule this training and provide additional information about this exciting event.

Local Government Project Activity Network

ePM Team Provides Solutions for Local Government Projects

By Dan Avila

ePM Engineer

In light of the requirement to include all projects on the Project Delivery List (PDL), a simplified activity network was prepared to assist PMs in managing small local government projects. The purpose of this network is to create a simple yet effective framework to track small projects on a regular basis, by including them in the bi-weekly ePM run. This network consists of six key activities germane to most local government projects. Running the network through the Single Project Scheduler (SPS) assigns a completion date and duration for each activity; running the PIN in the Multiple Project Scheduler (MPS) allocates resources and displays the activities in the assigned Management Unit workload. Naturally, Project Managers can modify durations and/or dates to more accurately reflect what they believe will actually take place, including the deletion or addition of other activities not included in this network. Again, the goal here is to provide a simple yet effective way for PMs to status and track small local government projects without spending excessive time. The main steps to set up a local government project in ePM are as follows:

- 1) For the PIN in question, enter the following Project Characteristics in screen 450, General tab
 - a. Project Lengths:
 - i. Spot Improvement (AC) = 1 mile;

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- a. Other Lengths:
 - i. Parallel Railroad (DQ) = 1 mile;
 - ii. Underground Utilities (BR) = 1 mile;
- b. Traffic Control:
 - i. Traffic Control – Major (BX) = 1 mile;
- c. Numbers/Counts:
 - i. Structural Walls (DN) = 1;
- d. Options:
 - i. Pavement Design (DI) = check.

2) Screen 450, Environmental tab

- a. Environmental Options:
 - i. CAT X (Within Prism) (BA) = check;
- b. Consultant Service Options:
 - i. Consultant Services Required (RFP) (DU) = check.

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3) Screen 450, Right of Way tab

- a. Land Use:
 - i. Commercial and/or Industrial (AI) = 1 mile

- 4) Screen 450, Structures: it isn't necessary to make any selections under this tab unless the project in question requires it.

Note: PMs should bear in mind that the preceding guidelines for setting up Local Government projects as just suggestions, as similar results may be obtained using different characteristics.

5) Screen 220 Activity Status:

- a. Change all activities to "Inactive" status by clicking Inactivate All tool (see *Inactivate All Function* on page 3 for details)
- b. Change the following activities to "Planned"

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- This simplified network was developed as a useful and convenient means to assist PMs managing local government projects. It will reduce the time and effort expended managing local government projects while ensuring project visibility, accountability and timely delivery.

- ## INACTIVATE ALL FUNCTION

Oracle Developer Forms Runtime Web

Home Setup MPS CNH Info Drafting Financial Property Title Window

APR11 10 PM/Project Setup (2 of 8) 05-MAY-2005 09:23:05 System will be Locked Out at 05:05:05 15:00

PIN/Project Setup

Master PIN: 999999 SHOWN ROW to 4 LINES

PIN: 999999 SPOT IMPROVEMENT NUMBER 0

Project: 05-0106-117 Relationship:

Master PIN: PIN: Project Number: Job/Project:

PIN: 999999

Description: SPOT IMPROVEMENT NUMBER 0

Status: Complete Effective Date: 20/05/1999

Responsible Region: 02 Region 2

Country:

Route Information

Route	Start Mile	End Mile
06	36	0

Include in MPS Run?

☐ No ☒ Yes

Include in Project Delivery List?

☐ No ☒ Yes ☐ Local Government Project

FDL Category: Environmental Document Prep (EA, EIS)

Project Manager: 9999 Unassigned 9999 Unassigned

Design Engineer: 9999 Anderson, Steve 8212 Project Dev. Admin

Resident Engineer:

Record SuccessFully Updated

Record: 1/1 List of Values <0BC>

- ☐ ePM220 Activity Status/Setup (v.3.2) 06-APR-2009 09:51:01 System will be Locked Out at: 04/07/2015 15:05

Sort By
☒ Status
☐ Activity

☐ Mgmt Unit

PIN Activity Status/Setup

PIN: SPOT IMPROVEMENT NUMBER 9

Status:

On Critical Path

Activity Code and Description	Activity Status	Lead	MM/J
<input checked="" type="checkbox"/> 01D - OTHER CONSULTANT SERVICE	Planned	8294	1
<input type="checkbox"/> 55D - REVIEW ROADWAY PLANS	Planned	6635	2
<input checked="" type="checkbox"/> 78D - COND UTILRR FIELD REVIEW	Planned	6635	2
<input type="checkbox"/> 33P - REVIEW STRUCTURE PLANS	Planned	8261	2
<input checked="" type="checkbox"/> 90P - MAKE PS & E REVISNS/ADDNS	Planned	6635	1
<input checked="" type="checkbox"/> 90P - ADVERTISE PROJECT	Planned	8405	1
<input type="checkbox"/> 01C - SELECT CONCEPT TEAM	Inactive		0
<input type="checkbox"/> 05C - CONDUCT PRELIM ENVIR REVIEW	Inactive		0
<input type="checkbox"/> 10C - DEVELOP CONCEPT PLANS	Inactive		0
<input type="checkbox"/> 20C - INVENTORY RDMAY CONDITIONS	Inactive		0
<input type="checkbox"/> 25C - VERIFY PAVEMENT	Inactive		0

Duration		Hours	
System Calc.	Negotiated	System Calc.	Negotiated
15	20	20	0
4		7	0
13		16	0
2		8	0
40		80	0
18		6	0
5		20	0
40		14	0
5		16	0
13		48	0
12			

Total: 137

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WHERE DO I FIND PREVIOUS ISSUES OF EPM NEWS?

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